

TOWN OF WELLESLEY



**ADVISORY COMMITTEE LETTER
SPECIAL TOWN MEETING
December 9, 2013 at 7:30 P.M.
Katherine L. Babson, Jr. Auditorium
Wellesley High School**

TERM ENDS 2014

Robert Capozzi
Becky Epstein
Marjorie Freiman, Chair
Ann Marie Gross
Deborah Robi

TERM ENDS 2015

Thomas Engels, Vice-Chair
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Lucy Kapples, Secretary
Andrew Patten, Vice-Chair
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TERM ENDS 2016

Mary Crown
Tom Frisardi
John Hartnett
Mason Smith
Scott Tarbox

To the Citizens of the Town of Wellesley:

November 25, 2013

A Special Town Meeting will convene on Monday, December 9, 2013, at 7:30 P.M. at the Wellesley High School Katherine L. Babson, Jr. Auditorium, 50 Rice Street. All residents are welcome to attend the meeting in person, or follow the proceedings on Wellesley Media Corporation's Government Channel (Comcast Channel 8, Verizon Channel 40). This letter presents the Advisory Committee's summary of the key features of the items on the Warrant for Special Town Meeting, which include requests for authorization to:

- Amend the Town's Salary Plan by inserting a new Pay Schedule for the Wellesley Police Patrolmen's Association and make a supplemental appropriation from Free Cash to the Board of Selectmen (BOS) for FY14 costs;
- Make a supplemental appropriation from Free Cash to the Permanent Building Committee (PBC) to support a newly-classified and expanded Projects Assistant position for the balance of FY14;
- Approve an appropriation from Community Preservation Act funds, supported by the Community Preservation Committee, to the Fuller Brook Park Coordinating Committee;
- Create and fund a special purpose municipal stabilization fund to provide for future claims for personal injury and medical expenses incurred by on-duty members of the Police and Fire Departments;
- Appropriate funds from Free Cash for three School Facilities Committee (SFC) projects;
- Appropriate funds from Free Cash to the Facilities Maintenance Department (FMD) to support a newly-created Buildings Operations Liaison (BOL) position for the balance of FY14;
- Authorize the BOS to petition the Massachusetts Legislature for special legislation authorizing the BOS to grant licenses for the retail sale of wine and malt beverages in food stores and specialty food stores;
- Authorize the BOS to accept the deed from the Commonwealth for a portion of the Cochituate Aqueduct; to deed a parcel from the portion to the owner of the Dunkin Donuts at 951 Worcester Street; to amend the zoning on the parcel, and to transfer jurisdiction of land acquired by the Town at the 2013 ATM to the Natural Resources Commission.

A comprehensive *Reports to the Special Town Meeting* (the "Report") containing the Advisory Committee's recommendations and all related Committee Reports to the 2013 Special Town Meeting will be mailed to all Town Meeting Members and to all Town departments. The Report will also be posted on the Town's website at www.WellesleyMA.gov. Copies of the Report will be available at the Town Clerk's Office and at the Wellesley Free Library no later than seven days prior to the meeting and any resident may request the Town Clerk to mail him or her a copy. If further recommendations are made by the Advisory Committee subsequent to the publication of the Report and the opening of Special Town Meeting, a notice will be sent to TM Members by e-mail, and the new recommendations will be posted on the Town's website. Advisory will provide a separate report for the 8:00 Special Town Meeting.

The Advisory Committee thanks the dedicated Town employees, elected and appointed officials, and concerned citizens who devote their time, energy, and expertise to the Town's affairs. Town Meeting is an opportunity to examine important issues, enter into dialogue, and vote as a community on how best to serve our Town and its residents. This

letter, in conjunction with our Report, provides comprehensive background information on the issues coming before Special Town Meeting. The Advisory Committee welcomes citizen input and suggestions. Our meetings are open to the public and always begin with a "Citizen Speak" session. Residents who wish to communicate via e-mail can reach us at AdvisoryCommittee@WellesleyMA.gov.

Sincerely,
Marjorie R. Freiman, Chair
Advisory Committee

Article 2

The Wellesley Police Patrolmen's Association and the Town have executed a new Memorandum of Agreement. Town Meeting approval is sought for an amendment to the Town Salary Plan by inserting a new Pay Schedule for the Wellesley Police Patrolmen's Association, and for a supplemental appropriation from Free Cash to the BOS for FY14 costs in the amount of \$68,632.

Article 3

Motion 1 seeks a supplemental appropriation to the Permanent Building Committee (PBC) in the amount of \$32,527 to cover the expansion of the Projects Assistant position from part-time to full-time. The sum of \$12,527 will cover the salary for the balance of FY14. The BOS has instituted a new policy whereby the sum of \$20,000 must also be added to the requesting department's budget to cover a contribution to the Group Insurance fund to cover the new benefitted position's associated benefits. This additional contribution more clearly represents the true cost of hiring a new employee who is entitled to benefits.

Motion 2 is a request by The Council on Aging (COA) to transfer \$6,850 from expenses to personal services to cover the salary of its part-time Transportation Coordinator ("Coordinator") for the balance of FY14. COA received a federal Title III grant for two years for the Coordinator position, for which it is no longer eligible. The COA realized savings in its transportation contract this year, part of which it requests be transferred to personal expenses to retain the services of the Coordinator for the balance of FY14.

Motion 3 is a request from the Facilities Maintenance Department (FMD) to transfer a line item in its budget which was mistakenly transferred from the schools to FMD. When FMD was created in 2012, it assumed responsibility for recycling services previously provided by the School Department, although School Department remained responsible for the shredding of confidential school documents. This line item was mistakenly transferred to FMD and FMD is requesting that it be transferred back from its budget to the school budget.

Article 4

During the performance of special studies included in the Phase 3 design component of the Fuller Brook Park (the "Park") Restoration Project, excessive sedimentation was discovered in the State Street Skating Pond (the "Pond") behind the High School. Because the Pond functions as an integral component of the Park's water retention system, the Fuller Brook Park Coordinating Committee (FBPCC) decided to expand the scope of the project and apply its contingency funds to include the design and permitting of the Pond. The Community Preservation Committee (CPC) voted to appropriate \$35,000 from its Historic Preservation reserve toward replenishing the contingency fund for the Project, facilitating the completion of the design and the bringing of bids in hand for construction to the 2014 Annual Town Meeting (ATM). The FBPCC and CPC request Town Meeting authorization of this \$35,000 appropriation to the FBPCC from Community Preservation Act funds.

Article 5

The Town is obligated under Commonwealth law to fund medical expenses and lost wages resulting from on-duty injuries to police officers and firefighters. The Town's private insurance carrier recently declined to renew the Town's policy, requiring the Town to make alternative arrangements to plan for these expenses. The Town is currently exposed to the first \$250,000 of expenses, while a new insurance policy from a different carrier will cover claims exceeding \$250,000 but less than 1,000,000. The BOS requests Town Meeting approval to create a special purpose municipal stabilization fund to provide for this exposure and to appropriate \$250,000 from Free Cash as an initial deposit into the fund.

Article 6

Motion 1 is a request from the BOS for authorization to rescind unused borrowing authorizations for projects which are now complete and for which no further borrowing will be needed. Specifically, the request for authorization to rescind applies to the Morses Pond Wells project (2012 ATM, \$300,000 no longer needed); purchase of a new Fire

Ladder Truck (2012 ATM, \$264,000 no longer needed); and the Town Hall HVAC project (2011 ATM, \$40,000 no longer needed).

Motion 2 is a request from the BOS for authorization to allocate premiums paid to the Town upon the issuance of bonds immediately against the amount borrowed. Occasionally, when the Town issues bonds, premiums (resulting from various market conditions) are paid to the Town. In prior years, the Town applied the premiums over the life of the bond to pay a portion of the annual debt service associated with the bond. The BOS is now seeking authorization to utilize a different Commonwealth-approved method of allocating the premium, by applying it immediately against the amount borrowed. The new practice will eliminate time-consuming bookkeeping tasks associated with tracking the premium over the life of the bonds and will save the Town interest expense by reducing the loan balance immediately.

Article 7

Article 7 contains three Motions requesting Town Meeting approval to fund design development, conceptual planning work and a study related to several proposed school facilities projects. Development of these Motions follows nearly a year of work by the Schools Facilities Master Plan Task Force and the School Facilities Committee to identify, evaluate, and prioritize school facilities projects. An extensive write-up is contained in the School Facilities Committee Report within the Advisory Committee Report.

Motion 1 requests an appropriation of \$2,432,000 to the PBC for the development of designs for renovations to Fiske and Schofield Elementary Schools;

Motion 2 requests an appropriation of \$90,000 to the School Committee (SC) and BOS for conceptual planning work associated with the potential renovation, reconstruction, addition, replacement and/or consolidation of the Hardy, Hunnewell and Upham Elementary Schools;

Motion 3 requests an appropriation of \$75,000 to the SC and BOS for a study to evaluate engineering systems at the Middle School.

Article 8

In the eighteen months since the FMD was created by action of the 2012 Annual Town Meeting, the number and dollar value of projects under its management have increased dramatically. There is a recognized need to increase FMD staff and the BOS is requesting that Town Meeting approve the creation of a new position within FMD. This position will add significant project management capacity within FMD and the individual will collaborate with and provide technical capabilities to the PBC on projects which fall outside the purview of FMD. Specifically, the BOS is requesting a supplemental appropriation to the FMD of the pro-rated cost of the employee's salary and related benefits for the balance of FY14 (assuming a January or February 2014 start date) in the amount of \$62,000.

Article 9

The BOS requests authorization to petition the Massachusetts General Court for special legislation authorizing the BOS to issue six licenses for the retail sale of malt beverages and wine in Wellesley food stores and specialty food stores. Ultimately, the issue will be subject to a Town-wide vote. The beverages are not intended for on-site consumption, and the BOS addresses specific matters related to the issuance of the licenses and the requirements for the retail establishments holding such licenses in accompanying, detailed regulations.

Article 10

Motion 1 requests BOS authorization to accept from the Commonwealth a deed for a 5.59 acre parcel of the Cochituate Aqueduct.

Motion 2 requests authorization for the BOS to deed out from the 5.59 acre parcel an 11,000 square foot parcel to the owner of the Dunkin Donuts at 951 Worcester Street. The remainder of the 5.59 acre parcel will be held under BOS jurisdiction for municipal purposes, including open space.

Motion 3 requests an amendment to the Zoning Map for the 11,000 square foot parcel from Single Residence to Single Residence A, to allow for parking but not an expansion of the commercial enterprise.

Motion 4 requests authorization for the BOS to transfer jurisdiction of three parcels of land on Seaver Street, acquired under the Warrant of the 2013 ATM, to the Natural Resources Commission to be held as parkland.



Advisory Committee
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Wellesley, MA 02482

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Wellesley High School

Key features of Articles to be considered:

- Amending the Town Salary Plan by inserting a new Pay Schedule for police patrolmen and approving a supplemental appropriation from Free Cash to the Board of Selectmen (BOS) for FY14 costs (Article 2);
- Appropriating funds to the Facilities Maintenance Department (FMD) and Permanent Building Committee (PBC) for newly-created or expanded positions (Articles 3 and 8);
- Approving an appropriation from Community Preservation Act funds to the Fuller Brook Park Coordinating Committee to cover unanticipated engineering costs (Article 4);
- Creating and funding a special purpose municipal stabilization fund for expenses related to injuries sustained by on-duty members of the Police and Fire Departments (Article 5);
- Appropriating funds from Free Cash for three School Facilities Committee projects (Article 7);
- Authorizing the BOS to seek special legislation authorizing it to grant licenses for the sale of wine and malt beverages by food stores and specialty food stores (Article 9);
- Authorizing the BOS to continue with the Cochituate Aqueduct acquisition, deeding and rezoning an 11,000 sf. portion to the owner of the Dunkin Donuts and swapping jurisdiction of other land with the NRC. (Article 10).